

Director of Training

7 August 1953

Deputy Director of Training (General)

TRG Weekly Summary Report

1. The Eleventh Agency Orientation Course was concluded on August 7. Mr. Harold Stassen of the Foreign Operations Administration made the opening address. He dealt with certain problems facing FOA in its work in Europe. Stress was laid by Mr. Stassen on the necessity for good and accurate intelligence as an aid to him and his colleagues in exercising proper judgement in their work of strengthening the economic and military conditions in the countries friendly to the United States. The Orientation Program was concluded by a message from the DCI in which he urged representatives of this Agency to improve upon their working efficiency and devise (particular) means for economizing in their various operations. He stressed the need for training which he maintained was essential in order to develop an adequate and effective career service program.

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2. Miss [redacted] of the Management Training Division, Office of Training, has been made Chairman by Mr. Lyman Kirkpatrick of a committee of twelve women from various offices of the Agency designed to study certain questions pertaining to the career development of women in CIA. The committee has been broken down into four parts and will study the careers of women: (1) in the clerical field; (2) women who have worked in various capacities abroad; (3) women engaged in intelligence activities in headquarters; and (4) will attempt to set forth career advantages for women in government as contrasted with those of industry. This committee hopes to determine whether there is discrimination against women in the Agency and to set forth career opportunities as they presently exist in CIA.

3. The Reading Improvement Branch of the Intelligence Training Division is currently handling 154 trainees enrolled in nine training courses. This represents the largest number of people sent by the offices of the Agency to take training in reading improvement.

4. During the past week the Language Services Division gave instruction to 148 students enrolled in introductory and self-study courses. In addition, the Language Laboratory was used for a total of 372 hours, 124 hours of which were outside the normal working day.

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cc: TRG Staff and Division Chiefs

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